

FORM DS-004
8-1-50

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OPERATIONS MEMORANDUM

TO: Department of State
FROM: Ambassador MOSCOW
SUBJECT: RECORDS MANAGEMENT: Disposition of Issued Visa Files
REF: Department's OM of May 23, 1959 and CA-1574 of August 15, 1958

Date: June 12, 1959

After review of the information provided by the Soviet Ministry of Foreign Affairs on Soviet national nonimmigrant visa applicants and the information submitted to the Department on such individuals (duplicate 257 and reports required in 22 CFR 41.32), the Embassy finds that the only data not incorporated in either of these forms are the names and addresses of the applicants' closest relatives in the USSR. The Embassy is aware that such information can be of use [] but envisages no possibility under present personnel limitations of supplying it to the Department on all the applicants who have been issued visas at Moscow over the past years.

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These data are, of course, available on the biographic information sheets sent to the Embassy by the Ministry of Foreign Affairs. In accordance with CA-1574 of August 15, 1958 the nonimmigrant files (which contain these BI sheets) for the years 1953-56 have been bundled and marked for destruction. Since these files fill only about one drawer in a normal filing cabinet, the Department may wish to give consideration to exploiting them in Washington, [] deems it worth the effort. Pending definite instructions, these files will not be destroyed. Pursuant to whatever plan in this respect may be worked out, nonimmigrant files could be made available to the Department as they reach retirement.

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In view of the fact that the Embassy issues so few immigrant visas and that complete information is provided by the Embassy to the Department on each intending immigrant, it is felt unnecessary to retain immigrant visa files beyond the period required in the aforementioned Circular Airgram.

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VO, Operations and Procedures Branch.

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